

Scott County Facility and Support Services Department
Purchasing Division

REQUEST FOR QUOTATION
Scott County Requisition No. 19173
Bidders need to complete and submit this form.

| | |
|-----------------------------------|------------------------------|
| Submission Date: 9/30/2015 | No Later Than: 2:00pm |
|-----------------------------------|------------------------------|

| Qty | Description |
|-----|--|
| | Enterprise IP CCTV Software System |
| | Scope of work, project timeline, submission instructions are attached |
| | Please submit bids to www.publicpurchase.com |
| | If not already registered at Public Purchase, please register before submission deadline to ensure a smooth submission process To register at www.publicpurchase.com it is a free registration. You may go directly to www.publicpurchase.com or you may link from Scott County's website, www.scottcountyiowa.com from the purchasing page under the Facilities department, please register thru to Scott County as your agency |
| | Delivery Included |
| | price quotation good for 60 days |
| | From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, www.scottcountyiowa.com/fss/purchasing.php |

Scott County reserves the right to accept the bid from the lowest responsible bidder.

Quote submitted by:

Released by:
(Scott County Use Only)

Name

Date: 8/26/2015
Time: 1:00pm

Title

Company

Date

PLEASE NOTE:

Bidders must provide an estimated delivery date in their bid response!

| | |
|------------------------------|---------|
| Company Contact Information: | Phone: |
| | E-Mail: |

“By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.”

REQUEST FOR PROPOSALS

Scott County, Iowa

Enterprise IP CCTV Software

September 2015

SECTION 1 – BACKGROUND

Introduction

The eastern Iowa County of Scott intends to purchase an enterprise IP-based closed circuit television system software system to replace numerous existing disparate digital video recorders located in several county owned facilities. This purchased software is intended for installation on the county's existing central server and data storage systems, communicating via the county's existing data network to both camera and display locations. This project is for the purchase of software and professional services related to the installation and configuration of the software only. This project does NOT include servers, storage, cameras or cabling.

Interested vendors and value added resellers (VAR) may express interest in this project by responding to this RFP, as described and outlined herein.

Form of Contract

Scott County intends to issue a Purchase Order that references this RFP document and addenda issued (if any). Those two documents shall comprise the contract documents for this purchase.

Dispute Resolution / Legal Home

Any disagreements, claims or legal actions resulting from a finalized agreement for goods and professional services between the selected vendor and Scott County must be filed and litigated in the County of the client (Scott County, IA). All parties agree to first use alternative dispute resolution in the form of licensed mediation services in said County to resolve the dispute prior to the filing or initiation of any formal legal action.

Selection Criteria

The selection team will consider the following criteria with weighted importance as the successful product/vendor is selected:

- Scalability and Security (25%): The ability of the software to adapt to varying number of installed cameras, users, and views. The ability to restrict and limit access by user. The ability of the system to utilize Active Directory credentials to provide roles, restrictions and access levels. The ability to provide protection for confidential camera view and retrieval. The resiliency of the system and the ability to utilize arrayed data storage. The ability to meet and address scalability and security criteria outlined in the Scope of Work (section 4) and Project/Product Considerations (section 5)
- Integration (25%): The demonstrated ability to integrate with existing security electronics system to display cameras based on intercom, calls, touch screen commands, etc. Provide examples of similar integration with similar security systems. The ability to meet and address integration criteria outlined in the Scope of Work (section 4) and Project/Product Considerations (section 5)
- Ease of Use (25%): The ease of configuration and use. The ease of retrieving video and extracting video (in an easily usable format) onto portable storage devices. The intuitiveness of the system. The ability to meet and address ease of use and user interface criteria outlined in the Scope of Work (section 4) and Project/Product Considerations (section 5)
- Cost (25%): the cost to acquire, configure and install the software, including licenses for increments of 50, 100 and 250 cameras. The cost to provide software maintenance including all upgrade paths, bug fixes, patches and phone telephone support.

Selection Process

A selection team comprised of 5-7 persons that are stakeholders from several county departments that use and manage our existing CCTV systems will meet to review the proposals and select the successful product/vendor. This selection committee will utilize the selection criteria as an initial evaluation and assessment tool to help quantify the selection process. However, the committee will also use a demonstration and question/answer process to assist in finalizing the selection(s).

By submitting a proposal, each vendor agrees that they will facilitate, at a mutually agreeable time, a demonstration of their software/system, specifically demonstrating features that are specified in this document and/or follow-up questions from the selection team. Said demonstration may be made in person at the Scott County Courthouse, 400 W. 4th St., Davenport, IA or electronically, using an on-line remote meeting tool (ex., Webex, Go-to-Meeting, etc.), provided by the vendor.

In addition, the vendor may be asked to submit written responses to RFP follow-up questions regarding the features, capabilities, security, protocols, etc. of their software/system. Said responses must be provided within 10 working days and no later than 2 working days before any demonstration.

The decisions of the selection team are final and not subject to appeal. By making submission to this RFP, each vendor acknowledges that the selection process is inherently subjective and that intangible factors can and do influence the selection process. Further, by making submission to this RFP, each vendor waives all rights to appeal or litigate the decisions and processes of the selection team as well as those of the Scott County Board of Supervisors regarding this selection and solicitation.

Project Timeline (tentative and subject to change)

| | |
|---------------------------------|------------------------------------|
| August 26, 2015 | RFP Released |
| September 30, 2015 @ 2:00pm CST | Submissions Due |
| October-November 2015 | Review and Demonstrations |
| December 3, 2015 | Approval and Award |
| Dec 2015 - Jan 2016 | Software delivery and installation |

The project timeline may be adjusted to meet the needs of the selection team and the respective County government organizations.

SECTION 2 – SUBMISSION INSTRUCTIONS

Proposal Submittal Requirements

Interested vendors must submit according to the instructions contained herein. Scott County utilizes www.publicpurchase.com for managing solicitations. Vendors must register at PublicPurchase to respond to this solicitation. Contact Barb Schloemer for assistance in getting registered. There is no cost to register and respond to this solicitation.

All submissions must be submitted to the Scott County Purchasing office via the PublicPurchase website before the deadline date and time. Scott County is not responsible for delays caused by internet interruptions, server problems or other technical issues. Receipt verification may be requested from Purchasing via e-mail or telephone at 563-326-8793. Receipt verification indicates receipt of a submitted file only and does not indicate completeness of content nor compliance with the submission requirements.

Proposal Submission Deadline

All proposals must be received no later than 2:00pm CST on September 30, 2015. Submission received after the deadline will be rejected. See instructions above for submittal instructions.

Submittal Format

All submittals must be sent electronically, via PublicPurchase (see instructions above). All submission materials should be sent in one file, in Adobe PDF™ format to the publicpurchase.com website before the submission deadline. The size limit for the submission is 10 MB. Submissions larger than the size limit may be rejected. All pages of the PDF submission file should be formatted to print in standard 8.5 and 11 inch format.

Project Contact

The project contact for this solicitation is:

Tammy Speidel
Facility and Support Services Director
600 W. 4th St.
Davenport, IA 52801
tammy.speidel@scottcountyiowa.com

Questions, inquiries or clarifications should be submitted via the www.publicpurchase.com website. Responses to questions will be posted on that website for all vendors to consider. Questions submitted less than five working days prior to the submission deadline, may not be answered.

RFP Addenda and Questions

Any Addenda or changes to the RFP will only be distributed via the www.publicpurchase.com website.

SECTION 3 – PROPOSAL REQUIREMENTS

General

Proposal must address the project scope of work (see below) and the requirements outlined in this document. Further, all proposals must outline the vendor and product capability, capacity and expertise to deliver the products and services described therein.

1. Required Proposal Information

- a) Software Product – specify the software system, including version information, acquisition method (download, CD media, etc.) being proposed. Also specify how software upgrades are acquired.
- b) Product licensing structure – specify how the product is priced and licensed. Include proposals structured for 50, 100 and 250 installed cameras.

- c) Product installation requirements – specify server and storage hardware requirements. Specify network, VLAN, firewall, IP addressing requirements or considerations.
- d) Product Security provisions – explain how user based security is provided, integration with LDAP/Active Directory, etc.
- e) User Interface – explain features that make the system easy to use and navigate, especially for non-technical end users.
- f) Storage – estimate the amount of physical storage required to store 30 days of video (no motion detection, 100% capture, 7 frames per second) for 100 cameras at HD resolution using the proposed software solution.
- g) References – provide at least three product installation references for the exact software product proposed from government or pseudo-governmental customers. References within 250 miles of Scott County are preferred but not required.
- h) RFP, Scope of Work and Project Considerations – provide a proposal with complete information that is fully responsive to this RFP, the Scope of Work (Section 4) and the Project Considerations (Section 5).

2. Optional Proposal Information

Proposer may submit additional information beyond that required above. Said information must be clearly marked as supplemental or optional information and may include:

- a) Optional additional services – proposer may offer additional services or support beyond the scope of work outlined herein. The proposal for additional services must be clearly indicated as such and the cost for such services must be clearly segregated. Examples include hosted or cloud based solutions, addition levels of support, etc.
- b) Other pertinent information – any other information regarding the proposed product or vendor.

SECTION 4 – SCOPE OF WORK

Project Scope of Work:

1. To provide a scalable enterprise CCTV software system that will provide for the management, storage and retrieval of security video from all current and future CCTV camera locations at Scott County facilities or any other facilities attached to our data network.
2. Provide technical phone support for the installation and configuration of the software within the Scott County network environment.

3. Provide licensing to support the staged implementation in various Scott County facilities. Pricing for said licensing should be structured incrementally as outlined in Section 3 Proposal Requirements, Required Proposal Information, Paragraph B.
4. Provide technical phone support for the on-going operation and use of the system. Provide typical support package information and cost.
5. Meet system requirements outlined below. Include explanations of any system requirements not fully met by your proposal. Proposed systems will ideally fully meet the system requirements. Please indicate how each proposed system meets each requirement and note any requirements not fully met.

System Requirements – System should be capable of:

1. Managing up to 1000 cameras and 250 users in a networked, single server software solution;
2. Utilizing arrayed storage solutions, such as RAID arrays, storage area networks, etc., supports multiple target video servers, or some other form of video software redundancy;
3. Interfacing to network security (Active Directory) to pass credentials through to allow single user log-in and user management;
4. Defining security groups or profiles to facilitate the management of users with duplicate security privileges;
5. Fully segregating and restricting access to groups of cameras by user account, security group and/or profile;
6. Providing numerous system desktop views for each user;
7. Easily retrieving video from individual or multiple cameras for security review;
8. Easily extracting video to external storage devices for sharing or archive;
9. Providing a means to ensure data/video integrity (not tampered nor manipulated) for legal purposes and admissibility in court;
10. Providing editable camera name/number information to allow for common name descriptions.

SECTION 5 – PROJECT/PRODUCT CONSIDERATIONS

The issues and questions below were developed by system stakeholders and represent issues, wants, needs and concerns with deploying an enterprise CCTV system. Provide information as to how the proposed system addresses the issue or answers the question.

- a) Does the software support Active Directory authentication?
- b) Software licensing - concurrent, or single use license?

- c) Does it allow multiple camera brands to operate at the same time?
- d) Server requirements (Processors, RAM, file storage space, etc.).
- e) User access - via a web interface, or, will a client install on each system be required?
- f) What types of video compression is available?
- g) What is the maximum number of cameras allowed per server?
- h) Will the back end software work in a virtual server environment?
- i) Clarity/quality of video footage. Does the system support infrared cameras?
- j) How complicated is it to burn video footage? What is the file type/extension of output (avi, mpg4)? Is it a proprietary player?
- k) Ability for camera blocking/restriction - this is an issue with PREA and confidentiality in the Jail and Juvenile Detention Center. Must have the ability to restrict access to certain cameras or groups of cameras.
- l) Ability to integrate with existing security electronics systems (intercom, door control, man-down, etc.) at Jail and Juvenile Detention Center is critical. Must be able to display location specific camera(s) based on intercom calls and other "alarm" conditions.
- m) Does the software support the ability to feed specific cameras or groups of cameras to specific dedicated monitor locations? I am referring to sending camera(s) footage to a monitor, example is Bailiff station at X-Ray.
- n) What security features are used to authenticate video output? (watermark, file hashing, etc.). This is important as video footage may be submitted as evidence for court proceedings.
- o) The system should support both analog and IP cameras (with adaptive hardware). We do not expect to swap out our entire fleet of cameras at once. There must be provisions for integrating some or all of our existing analog cameras, currently in use, into this system.
- p) Will the system support a map/floorplan based user interface where the locations of cameras are displayed on the floorplan allowing users to select camera views based on location rather than camera number, name or description?
- q) Does the software support wireless devices such as tablets?